

Minutes of the Veneta City Council

September 22, 2008

Present: Mayor T. J. Brooker, Thomas Cotter, Darrell Carman, Sharon Hobart-Hardin and Marion Esty

Others: Ric Ingham, City Administrator; Jerri Moore, Finance Director; Brian Issa, Community Services Director; Sheryl Hackett, City Recorder; Darci Henneman, Assistant City Recorder; Stephania Fregosi, Program Coordinator; Sgt. Cliff Harrold, LCSO; and Ephraim Payne, West Lane News

Mayor Brooker called the Veneta City Council to order at 7:01 p.m.

1. PUBLIC COMMENT

2. CONSENT AGENDA

MOTION: Sharon Hobart-Hardin made a motion to approve the consent agenda as presented. Thomas Cotter seconded the motion.

Vote: Thomas Cotter, aye; Marion Esty, aye; Mayor Brooker, aye; Darrell Carman, aye; and Sharon Hobart-Hardin, aye.

The consent agenda as approved included Minutes for September 8, 2008, Bills Payable for August/September 2008, the Civic Calendar for October 2008, Temporary Liquor Licenses for St. Thomas Becket School and the Parade Permit for the Elmira High School Homecoming Parade.

3. FERN RIDGE COMMUNITY FACILITIES PLAN (Stephania Fregosi)

Stephania Fregosi presented the Fern Ridge Community Facilities Plan as her main project through the R.A.R.E. program of the University of Oregon. She explained the information and what it can be used for. The project began in November, 2007 with research, an analysis of local demographics, and discussions with local community leaders. In January 2008 she requested approval from the Council, which was given, to create a Community Facilities Assessment Stakeholders Committee. The purpose of the Committee was to provide guidance during the community feedback process. The Committee met four times over the next six months. In July 2008, a questionnaire was provided to the general public requesting community feedback on what kind of community facilities area residents would like to see in our City. She said the findings were discussed at the Committee's final meeting in August 2008.

She said the goals of the Community Facilities Plan (CFP) are: 1) Evaluate and inventory the existing facilities and services within the Fern Ridge area; 2) Gather data concerning public perception of needed future community facilities; and 3) Make recommendations for future facilities and services.

She said the four major components of a CFP are: 1) Create a demographic analysis and develop a community profile; 2) Inventory the existing community facilities and programs; 3) Create feedback by interviewing and surveying public; and 4) Provide recommendations based on the information gathered.

She said the demographic area included unincorporated areas such as Elmira and Noti and portions of Crow and west Eugene near Fern Ridge Reservoir. Stephania said the market profile is based on information gathered from the 2000 US Census and the Institute of Education Statistics National Center for Education Statistics Demographic System.

She said in response to the public questionnaire she provided, the swimming pool and a senior center were high priorities to residents.

In response to a question from Darrell Carman, Stephania said the survey asked people to indicate their "first choice votes" ranking how high of a priority specific facilities were. She said the "shared

votes by choice" graph showed the percentage of the votes each choice received.

In response to a question from Sharon Hobart-Hardin, Stephania said a total of 200 to 300 questionnaires were handed out. Of those, 100 were sent via email, 150 were left at City Hall, the Tony Garcia Senior Center and the Fern Ridge Community Library and she personally distributed 50 via the Veneta Farmers' Market. She believes 94 to possibly half were returned and reviewed.

Sharon Hobart-Hardin said she was pleased to see existing surveys were incorporated into the CFP. She thanked Stephania for her work on the CFP. She was concerned about the community center not ranking higher than it did. She was disappointed to hear the Fern Ridge Chamber of Commerce conducts their luncheon meetings in Eugene. She said if Veneta had an updated community center, providing a more desirable meeting place and/or youth center, it would probably get used more.

Mayor Brooker said the community center should be located on West Broadway because of the amount of future pedestrian activity. He said this is a good starting point to move in a positive direction. He said the Ford Family Leadership class placing signage in and around our community would help define our area and its boundaries.

Ric thanked Stephania for a great job on focusing on the task. He was very pleased with the outcome of the Community Facilities Plan. Ric suggested the Council adopt the plan in order to refer to it for future grant writing.

MOTION: Sharon Hobart-Hardin made a motion to adopt the Fern Ridge Community Facilities Plan as presented. Darrell Carman seconded the motion which passed with a vote of 5-0.

4. DEPARTMENT REPORTS

a. FROM MAYOR/COUNCILORS

- (1) Law Enforcement Activities Report, Sgt. Harrold, LCSO
Sgt. Harrold reviewed the Lane County Sheriff's July/August Activity Report. He is back in Veneta but at a reduced time. He said the Oregon Country Fair went well. He said the Veneta patrol lost the longest standing deputy, Charles Douglass, to the marine patrol. He said Deputy Douglass' replacement is Deputy Dwayne Toman. He will start on Wednesday, September 24, 2008 and will be working with Deputy Scott Denham to fill the night shift. Sgt. Harrold said Deputy Toman has been with LCSO for 22 years. He was resident deputy in Creswell for a number of years. Sgt. Harrold said it should be a good fit. He said school is in session, and Deputy Denham patrolled the school zones. He also contacted local schools about assisting the schools with truancy issues.

In response to a question from Mayor Brooker, Sgt. Harrold said patrols are out early in the morning to watch for traffic violations.

In response to a question from Thomas Cotter, Sgt. Harrold explained the contract report and what the patrol categories represent. He said the patrol F column represents the Forest Work Camp, which will continue to have zeros because the Forest Work Camp closed due to lack of funding. He said the patrol T column represents the traffic safety deputy. He said if a citation or report comes in within the city limits, it would be in the patrol I column. He said the patrol C column represents crime reports in the greater contracted area. Sgt. Harrold said that contracted area included the area between Veneta and Eugene; in Elmira, Territorial Road to Lawrence Road; Lawrence Road almost to Highway 36; Highway 36 to Highway 126 in Noti, via Poodle Creek Road; Territorial Road south to Crow; and Bolton Hill Road to Vaughn Road in Crow.

Darrell Carman explained a situation he experienced as the Bishop of his church over a possible run-away child. Sgt. Harrold asked Darrell Carman to provide his phone

number to the family and he would do what he could to clear up any confusion. Sgt. Harrold said if a report on a run-away child is received within the contract area, the LCSO would return the child to his home, or contact a parent to make arrangements to pick up the child. He said if the child's safety is a concern the LCSO may be able to place the minor at Serbu Juvenile Center or Station 7 on Highway 99 in Eugene.

In response to a question from Ric, Sgt. Harrold said he would arrange for the speed trailer to be posted on Bolton Hill Road.

Ric said he would like to see Sgt. Harrold's contract increase from the current one-third time position to a half or full time position.

Mayor Brooker said we should make an official request to the LCSO to increase Sgt. Harrold's position. He said not having Sgt. Harrold here on a full time basis has been noticed.

b. COUNCIL/COMMITTEE LIAISONS

Sharon Hobart-Hardin reported the West Lane Cities Alliance Committee met on Thursday, September 18. She, Darrell Carman and Ric Ingham attended the coalition with two City Councilors and City Administrators from Florence and Junction City. She said some discussion topics included tourism, transportation and identifying a common ground for the three cities. She said one of the coalition's goals is to take their concerns to County Commissioners and the state legislature. The coalition is hoping to bring the full Councils from each city together possibly twice a year.

Darrell Carman said there was a lot of enthusiasm at the meeting as well as common complaints but he is hopeful things will move in a positive and productive direction. Darrell Carman said the LCOG meeting will be held Thursday, September 25, 2008.

Sharon Hobart-Hardin said she and Mayor Brooker will attend the Fern Ridge Library Renovate in '08 program. She said the library fundraising group will continue their fund-raising efforts for renovations. She said they are falling short of the December 31, 2008 goal to collect the amount of funding they need. She said the fundraising efforts may continue in to 2009.

Thomas Cotter said \$500 was raised from the car wash on Saturday, September 16 for the pool construction fund. He said the Measure 20-140 signs are in and a sign distribution party will be planned. He also suggested residents in favor of the pool to write letters to the editor of the West Lane News and Register Guard newspapers.

Sharon Hobart-Hardin said the ballots will go out October 16. She said we are 40 days away from voting. She said the Committee will be going door to door to get the word out on Measure 20-140. She said there will be 35 to 39 measures on the ballot. She said educating residents on the pool measure (20-140) prior to Election Day, may lessen any confusion voters may have about all the measures on the ballot.

Marion Esty said the library fundraising group is not surprised that they may not meet their desired fundraising goal by the end of 2008. She also said Denise Hand, a member of the Veneta Parks Board, contacted her to get information on starting a Garden Club.

Ric said the intent is to have a reporter from the West Lane News interview Marion Esty and Denise Hand on September 24, 2008 to write an article about a Garden Club being formed in our community.

5. STAFF REPORTS

a. FINANCE DIRECTOR..... JERRI MOORE

(1) Financial Project Reports

Jerri said the Financial Project Reports are for Wells 11 and 12. She said the FY07-08 reports show the detail of activity and costs expended through June 2008 and FY08-09 reports with data through August 2008. She explained the reports and asked the Councilors if they had any questions.

In response to questions from Mayor Brooker, Ric said the test and pilot wells for Well 12 have been drilled and most of the costs thus far are for engineering the piping to the filtration plant. He said initially staff projected 230 to 240 gpm. He said staff would like to evaluate those numbers to make sure Well 12 doesn't impact the production of Well 4. He said a more realistic number would be 210 gpm.

In response to a question from Darrell Carman, Jerri said the figures in parenthesis are overruns. She said the Council approved those cost over-runs in April, 2008 when the bid for the connection by Pacific Excavation was brought to the Council by Jerry Elliott.

Jerri said she has reviewed the contracts and engagement letters for the new City Auditor and passed the documents on to Ric and Mayor Brooker for their review.

b. COMMUNITY SERVICES DIRECTOR..... BRIAN ISSA

(1) Adoption of Findings of Fact for Veneta's Tree Ordinance and Landscaping Standards

Brian provided the findings of fact for adoption by the Council, as well as Ordinances 483 and 484 for first reading by title only. He also reviewed some minor changes to the ordinances. Brian asked the Council if they had any questions.

Sharon Hobart-Hardin, Darrell Carman and Thomas Cotter had no questions or comments.

Marion Esty was concerned about the new tree code updates having a negative impact on the community. She had reservations about making people follow something so precise. She felt people may stay away from our area or may move out of our community because of too many restrictions. She wondered if we should hold off adopting the code updates for a year.

Thomas Cotter clarified that because of the economic downturn of late, the code updates may make things even more worrisome for people. However, he felt if the code updates are put off the City may struggle to get it done in the future. He said the tree and landscaping updates will educate developers and homeowners by offering more direction and provide a basis for moving forward with future development.

Sharon Hobart-Hardin agreed with Thomas Cotter.

In response to a question from Thomas Cotter, Marion Esty said there's too much going on currently in our community; fundraising for the library and the new swimming pool; plus the Broadway Event Center and theater is also trying to raise funds to get up and running. She felt people that haven't been here very long may be overwhelmed by all that's happening here. She said the economy is making her rethink the code updates.

Mayor Brooker said the product Brian created provides options for developers and families. He said this is the kind of effort that will provide people with more options. He

said it's not one size fits all for developments.

Brian said the new ordinance is often less restrictive than the previous code depending on the property. He said the code is built around mitigation. He said any mitigation fees will be adopted by resolution and can be amended if necessary without having to change the entire code. He pointed out a wording clarification in the Findings of Fact section of the ordinances.

Darrell Carman referred to Lake Oswego's tree code. He said development continues in that city and the trees are staying and thriving.

MOTION: Thomas Cotter made a motion to adopt the Findings of Fact for Veneta's Tree Ordinance and Landscaping Standards. Sharon Hobart-Hardin seconded the motion which passed with a vote of 5-0.

- (2) **Ordinance No. 483** - AN ORDINANCE OF THE CITY OF VENETA REGULATING THE CUTTING DESTRUCTION AND REMOVAL OF TREES, PROVIDING PENALTIES FOR SUCH ACTIONS, AND REPEALING ORDINANCE NO. 399.

MOTION: Thomas Cotter made a motion to approve Ordinance 483, as revised, for the first reading by title only. Sharon Hobart-Hardin seconded the motion which passed with a vote of 5-0.

Ordinance No. 483 was read into the record by title only.

- (3) **Ordinance No. 484** - AN ORDINANCE AMENDING THE VENETA LAND DEVELOPMENT ORDINANCE NO. 461, ARTICLE 5.

MOTION: Thomas Cotter made a motion to approve Ordinance 484, as revised, for the first reading by title only. Sharon Hobart-Hardin seconded the motion which passed with a vote of 5-0.

Ordinance No. 484 was read into the record by title only.

- (4) **Summer Parks and Recreation Program Update**
Brian provided an update on the City's Summer Recreation Program which included swim lessons at Camp Wilani and the "Play in the Park" program. He said Stacy Cornelius hired staff for these positions and did not use Willamalane or YMCA. Stacy indicated to Brian she would like to increase the number of swimming lessons next year.

Brian referred to the break down on the number of children served and the budget numbers for the program. Brian said the City subsidized the "Play in the Park" and swimming lesson programs. He said the amount subsidized in 2008 was almost half the amount the City subsidized in 2007. Brian suggested the schools be provided with the Summer Recreation Guide prior to school getting out. He suggested the Summer Recreation Guide should be distributed throughout the Fern Ridge area earlier in the spring.

In response to a question from Sharon Hobart-Hardin, Ric said 100 plus children attended the City's Summer Recreation Program in 2006 which was the last summer the pool was operating.

Mayor Brooker said we did a reasonably good job with providing services with what we had to work with. He would like to see an expansion of the program and see

more children served even after the new pool is constructed.

In response to a question from Sharon Hobart-Hardin, Brian said the participation in the City's Summer Recreation Program did not include Jenny Ramsey's "Explorer's Club" program. Staff thought some children from the Explorer's Club would flow into the City's Summer Recreation Program but this was not the case. Brian said the Explorer's Club will not continue unless they receive funding.

Ric suggested if the "Explorer's Club" does not continue next year, the City should make an effort to provide some kind of a children's summer program lieu of that program.

c. CITY ADMINISTRATORRIC INGHAM

(1) Distribution of Evaluation Form

Ric was directed by the Council at the last meeting to provide the evaluation form for the City Administrator. He went through the standard form and felt it was a usable tool and asked the Councilors to fill out individual forms to bring back for discussion at an Executive Session of the October 13, 2008 City Council meeting.

Mayor Brooker reminded everyone the quarterly public official disclosure ethics reports are due in Salem on October 15th.

Ric said City Hall Day is October 15, 2008. He said a notice was placed in the Mayor/Council boxes at City Hall. Ric said a draft agreement for the use of the Territorial Sports Complex was provided to the Territorial Sports Program (TSP) representatives. He said the City's insurance carrier will review the agreement for liability purposes. Ric said we would probably charge TSP \$1 a year for the use of the sports complex.

In response to a question from Thomas Cotter, Ric said the agreement would be renewable every five years and could be cancelled by either party with a 30 day written notice.

Thomas Cotter suggested charging more than \$1 a year for the use of the sports complex. He said until we know what the operating costs are the contract could be renewed and reviewed annually.

Ric said we may try to capture what the actual costs will be there and look into a subsidy for outdoor youth programs. He said the TSP representatives have \$20,000 they fundraised plus \$20,000 in grant funds to make needed improvements to the Complex. He suggested waiting to see what improvements those funds cover before the City steps in with any funding.

Mayor Brooker said prior to fixing a usage fee for the Complex, we should analyze their ability to pay. He said recovering some of the costs should be researched.

In response to a question from Thomas Cotter, Ric said the contract will address who pays for lighting, electricity and maintenance.

Sharon Hobart-Hardin said the Territorial Sports Complex is an amenity to our community. She said by supporting the Complex, the City is providing recreation activities for the community.


Ric said there has been some discussion about a dedication of Bolton Hill Road after the fencing and the bio swales are completed.

All Councilors agreed the City should have some kind of a dedication ceremony for Bolton Hill Road and the Territorial Sports Complex and asked staff to follow up on this.

6. **OTHER**


7. **ADJOURN**

Mayor Brooker adjourned the City Council at 8:40 p.m.



T. J. Brooker, Mayor

ATTEST:



Darci Henneman, Assistant City Recorder
(minutes prepared by Dhenneman)